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Safe 4902
Draw # 21

Deputy Director of Security

22 MAY 1962

220562

Chief, Physical Security Division, OS

Criteria for Issuing "Visitor-No Escort" Badges W/O ATT

1. In accordance with your request, listed below are the criteria which are being utilized by this Division in an effort to reduce the number of "Visitor-No Escort" badge holders to the absolute minimum:

(a) Sponsoring component must submit justification for each such request. (Components have been advised that unless a person's official duties require that he visit Agency buildings on an average of once per week, for a one year period, a "Visitor-No Escort" badge should not be requested; and,

(b) Possession of appropriate security clearance as determined by the Personnel Security Division is a prerequisite to issuance of any badge.

2. All components have been advised that periodic reviews will be made of Building Security Branch records reflecting visits by "Visitor-No Escort" badge holders to determine that minimum frequency of visit requirements are being met.

DOC	8	REV DAT	28-4-81	EV	006199
CRIC COMP		27	31	TV	201
ORIG CLASS	C	REV CL	AS	C	
JUST	22	NEXT REV	2011	AUTH	HR TC-2

[Redacted]

25X1A9a

Attachment:

OS requests for "Visitor-No Escort" badges

cc: DD(PFS)
DD(LOS)
CSRS

OS/PHYSD: [Redacted] b1 25X1A9a

II C 2

Distribution:

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GROUP 1
Excluded from automatic
downgrading and
declassification